

Carver Middle School

624 E. Oklahoma Place, Tulsa, Oklahoma 74106

Phone: 918-925-1420 Fax: 918-925-1450

This handbook belongs to:

Grade: _____

Elton L. Sykes, Principal

2021-2022

Welcome to George Washington Carver Middle School

As a member of the International Baccalaureate Middle Years Programme, George Washington Carver Middle School offers a multitude of academic and social activities. As a Carver student, you have the opportunity to play a very important role in continuing the tradition of academic excellence. Throughout this school year you will face many successes and challenges as you transition from one grade level to the next. You should always remember that Carver Middle School is a community composed of life-long learners who are dedicated to the mission of sustaining academic excellence in an environment that is caring and threat free. Every member of the Carver community (students, parents, faculty, and staff) is expected to uphold the guidelines and policies in this Handbook. Our continued success depends on parents, faculty, staff, and students contributing and giving their personal best each day.

-Carver Creed-

*I believe in honest work, generous comradeship, and
in the courage of high convictions.*

*I believe in the inspiration that comes from contact with
all that is truest and best in people, in books, and in life.*

I believe in loyalty to mankind;

I believe in loyalty to our school;

and in those high ideals of life

as were practiced by Dr. George Washington Carver; and

I pledge to Carver Middle School my allegiance

in all her undertakings that will

make her a stronger and nobler school.

Carver Middle School Calendar 2021-22

FIRST DAY OF CLASSES: AUGUST 19 | LAST DAY OF CLASSES: MAY 26

Extended Learning Opportunities Oct. 13-15, Feb. 23-25

Commencement Week May 16-21 (High School)

CLASSES NOT IN SESSION

Labor Day September 6
Holiday October 11-12
Fall Parent/Teacher Conferences* October 15
October Extended Learning October 13-15
Thanksgiving November 22-26
Winter Break December 20-January 3
Holiday January 3
Martin L King Jr. January 17
Holiday January 18
President’s Day February 21
Holiday February 22
Spring Parent/Teacher Conferences* . . . February 25
February Extended Learning February 23-25
Spring Break March 14-18
April Holiday April 29

*****All dates are subject to change. Five extra days have been added to the calendar for inclement weather. Other adjustments will be made, if needed.**

Administration

Elton L. Sykes, Principal

Joy Parnosky, Assistant Principal

Counselors

Maya Blount: blounma@tulsaschools.org

Kathleen Jeffries: jeffrka@tulsaschools.org

Other Staff Members to Know

Donna Wiley.....Principal’s Secretary

Nancy Casillas.....Attendance Clerk

Mildred Vickers.....Office Clerk

Jessica Sanders..... Health Assistant

Judi Austin.....Cafeteria Manager

Wayne Walls..... Athletic Director

Cathey Carter..... Head Custodian

Important Telephone Numbers

Attendance—918-925-1422

Fax Number—918-925-1450

Main Office—918-925-1420

Health Clinic—918-925-1431

Tulsa Public Schools—918-746-6800

TPS Transportation—918-833-8100

Annual Asbestos Notice 2021-2022

Regarding ASBESTOS-CONTAINING MATERIALS in ALL buildings OWNED, LEASED/RENTED, or USED by Tulsa Public Schools. All Tulsa Public School Buildings have been inspected for asbestos-containing materials in accordance with E.P.A. mandates on or before October 12, 1989, by licensed and accredited inspectors. Results of inspections, samples and subsequent analysis are available for your

review in the Asbestos Management Plan on file in this building and Tulsa Public Schools' Maintenance Center, 1555 N. 77th E. Ave., Tulsa and can be viewed during normal office hours. Contact person: Charles Noland, Tulsa Public Schools Maintenance Center, 1555 N. 77th E. Ave., Tulsa, OK 74115, 918-833-8006.

Arrival/Departure Times

Supervision of students begins at 8:00 a.m. and ends at 4:00 p.m. Students attending after school activities are supervised until the conclusion of the activity or event. Students are not to be left before 8:00 a.m. and are to be picked up by 4:00 p.m.

Bell Times School starts at 8:30 a.m. The first bell rings at 8:20 a.m. for students to go to class. The tardy bell rings at 8:30 a.m. and students are expected to be in their first hour classroom or be counted tardy. Students are not allowed in the hallways until 8:20 a.m.

Breakfast is served beginning at 8:00 a.m. Students should not be dropped off prior to 8:00 a.m. as they will be unsupervised.

During the day, students have five minutes to pass from class to class. At the end of the five-minute passing period, students will be considered tardy, unless they have an explanatory note from a teacher or administrator. The final bell of the day rings at 3:35 p.m. Students should be picked up no later than 4:15 p.m. unless they are participating in a supervised afterschool activity.

Passing periods for 6th grade are staggered. 6th graders are only in the hallway with 7th and 8th graders at the beginning of school and the end of school. Other times, classes dismiss at staggered times to keep younger students and older students from being in the halls together.

Drop-Off and Pick-Up Students may enter the building at 8AM. We will not have supervision available prior to 8AM on campus grounds. Breakfast will already be in each location below; 6th & 8th grade students do not need to enter the cafe for breakfast.

6th grade:

- Car riders dropped off outside Penguin Room on Oklahoma St; bus riders enter via Historic Entrance and proceed immediately to auditorium.
- Dismissed at 8:20AM to proceed immediately to class students can eat in the auditorium, and at teacher discretion, the halls near the auditorium and Penguin Room

7th grade:

- Enter through cafe and immediately proceed to cafe, gym foyer, or cafe ramp
- Dismissed at 8:20AM to proceed immediately to class students can eat in the cafe, gym foyer, and at teacher discretion, the cafe ramp

8th grade:

- Enter through the gym entrance on the north side of the gym facing Pine St.
- Dismissed at 8:25AM to proceed immediately to class students can eat in either set of bleachers, and at teacher discretion, on the gym floor opportunity for interaction that is inappropriate and makes it quieter for everyone.

Assemblies

Assemblies are a regularly scheduled part of the curriculum and are designed to educate as well as entertain. They provide one of the few opportunities in school to learn formal audience behavior. Regardless of the type of program, courtesy demands that the student body be responsible for the

impression made by the school. Students who are removed from an assembly for inappropriate behavior may receive a discipline referral.

Attendance Procedures

Report all student absences to 918-925-1420 or 918-925-1422

Regular attendance is a prerequisite to proper educational advancement. Irregular attendance can lead to inferior work or even failure. The law requiring children to attend school states it is the duty of the parent/guardian to notify the school of the cause of any absence of a school-age child. If a child is absent without valid excuse more than four days within a four-week period, the school can turn the parent/guardian's name over to the District Attorney for prosecution. This law is for the benefit of the students. Students must be in attendance at least 2 hours in the a.m. or p.m. to be recorded as ½ day present.

TPS Board Policy 2206, Admission of District Transfer Students, states that students must follow approved board policy for attendance. Students attending elementary or secondary schools are required to be in attendance a minimum of ninety percent of the instructional time. Students not in compliance with the attendance policy may have their transfer revoked at the end of the school year. All excused and unexcused absences will be taken into consideration in calculating a student's attendance.

If you must miss school, your parent/guardian must call the school between 8:00 a.m. and 9:00 a.m. and give the reason why the student was not in school. The Carver Middle School phone number is 918-925-1420 or 918-925-1422. Absences must be reported daily to the office by a phone call or note from the student's parent/guardian. Doctor and/or dentist notes must be turned in to the office within 48 hours of the appointment to be excused.

Bus Statement

Carver bus schedules are available on the TPS Webpage www.tulsaschools.org. Information also may be obtained by calling the Transportation Customer Service Department at 918-833-8100. All students must fill out and have on file a transportation application. This form must be read and signed by both the student and parent. The child must be legally enrolled in the Tulsa Public School district and live within the legal boundaries of Independent School District # 1 of Tulsa County, Oklahoma. Students must live more than two miles from the school they are attending in order to receive free bus transportation. All students are under the direct supervision of the bus driver and bus privileges will be suspended for failure to follow directions. Students are asked to arrive at the bus stop at least five minutes prior to the scheduled time of the bus arrival.

Breakfast/Lunch

The cafeteria offers a plate lunch, deli, and a snack bar. The school breakfast program begins shortly after the beginning of the school year. Students may pay for meals at the time of purchase or by prepaying for meals. Emergency lunch charges are available and must be paid the following day.

Bullying Prevention

Carver Middle School invites you to join with us in enhancing our theme of kindness and respect within our entire school community.

At Carver, we have always believed that school can be a safe and nurturing environment for all. One of our goals throughout this school year has been to sustain a caring community at our school where everyone feels safe and has a sense of belonging. To facilitate this effort, we practice a school-wide safety program called *Bully-Proofing Your School*.

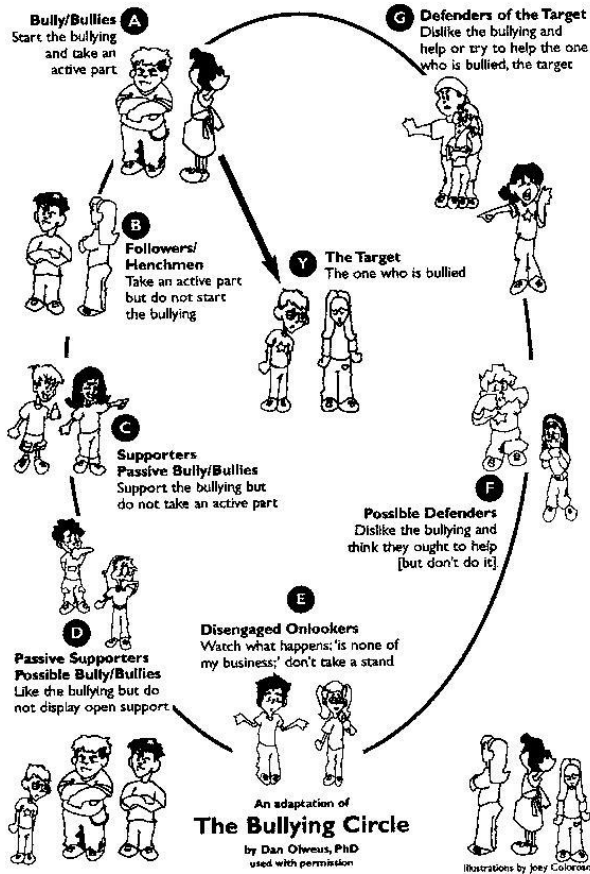
This program is most effective when the parental communities, administration, staff and students all have a shared belief that kindness and respect for each other is of great value in our school and contributes to a positive environment for better academic performance. With the *Bully-Proofing* program, bullying and aggressive behaviors do not have a place at our school and will not be tolerated. A large number of our faculty members have attended training sessions and continue to adapt the *Bully-Proofing* program to our school's specific needs. In conjunction with our efforts, we encourage parents in the Carver Middle School Community to discuss *The Bullying Circle* and the components of bullying with your student because your support is critical to its success.

Finally, if you feel your child is being bullied, is the bully, or is a bystander; please do not hesitate to contact any member of the Carver administrative staff so that the issue may be effectively addressed. Student, parent, and faculty input is not only welcomed, but necessary to the continued success of the Carver Community.

Bullying (as defined by Tulsa Public Schools Board Policy 2119-R)

Any *pattern* of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed toward a student or group of students that results in or is reasonably perceived as being done with intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's education mission or the education of any student. (Further information may be found in the *Tulsa Public Schools Student and Family Guide to Success* or Tulsa Public Schools Board Policy 2119-R).

“The Bullying Circle”



From *The Bully, The Bullied, and The Bystander*
Barbara Coloroso ©2002, 2005, 2009
www.kidsareworthit.com kids are worth it! inc.
800.729.1588 fax 303.972.3237

Cafeteria Procedures

Parents are asked to maintain a positive balance on their students account. Parents may bring or send a check or cash for the student meal. Another option is to utilize the online breakfast/lunch payment system at <http://www.tulsaschools.org/PayForIt> . Students should bring checks/cash to the registers during the breakfast service to credit the account early in the day. Students are encouraged to memorize their Student Identification (SID) number to enter upon the purchase of a meal. Students should not share their SID with any other student.

Breakfast:

- Students eating breakfast at school may enter the cafeteria doors at 8:00 a.m.
- Backpacks and bags are to be placed by the tables on the right side of cafeteria.

- Five students in service area at one time.

Lunch:

- Line up single file behind red stripe in front of each service area
- Make purchases at vending machines prior to being seated
- Five people in service area at one time
- Hand sanitizer is available in front of each service area
- Eight people per table maximum
- Clean your table and push your chair in after eating
- Notify an adult if a spill occurs
- All drinks, food, and snacks are to be consumed in the cafeteria
- Exit cafeteria to gymnasium or outside after eating

Campus Conduct and Cleanliness

The conduct of students and the appearance of the school campus give lasting impressions to visitors as to the quality of the school program and the character of the students. Litter and disruptive behavior create health and safety hazards for all who attend or visit Carver Middle School.

- All food and drink are to be consumed in areas designated for eating
- Trash is to be disposed of in the trash cans provided for that purpose
- Students are expected to clean up after themselves and remind others
- Vending machines are to be used before and after school and at lunch time

Celebrations

Carver administration asks that parents reserve time at home for all individual student celebrations such as student birthdays. Parents are encouraged to come to school and have lunch with their student; however, celebrations, including food items and party favors can become a distraction. Please save celebrations with family and friends for time outside of school hours. Packages and/or gifts to students should not be delivered to the school.

Lockers and Electronic devices

Lockers are no longer of use due to "Covid-19" prevention procedures.

Lockers are no longer of use therefore all cell phones, smart devices, and electronics must be turned "off" or to "silent" and always remain in book bags and/or backpacks. Ringing phones and text messaging alerts have been the cause of disturbances in classrooms. Cell phones and electronic devices will be confiscated when seen or heard during school hours. Parents will be REQUIRED to pick up the phone or device and consequences will be assigned. THE SCHOOL IS NOT RESPONSIBLE FOR LOST OR STOLEN CELL PHONES, ELETRONIC DEVICES, E-READERS, TALETS, ETC. See "Cell Phone" policy for details.

Cell Phones/Electronic Devices Policy

1st Confiscation: Warning, device returned to parent

2nd Confiscation: Assigned one day after school detention, device returned to parent

3rd Confiscation: Assigned two days after school detention, device sent to Campus Police at ESC

4th Confiscation: Discipline referral, assigned ISI, device sent to Campus Police at ESC

Excessive Confiscation may result in out-of-school suspension

Detention

Detention may be assigned for undesirable patterns of attendance, tardies, or inappropriate behavior. When detention is assigned, parent/guardian will be called or will receive written notification through the student at least 24 hours prior to the assigned detention date. Detention will be held from 3:45 p.m. to 4:30

p.m., each Tuesday and Thursday. If you are assigned after school detention by the administrative staff, you are to report to the designated area by 3:45 p.m. You are expected to bring study materials. Failure to report on time, bring study materials, or cooperate with the supervisor will result in further disciplinary action. Detention will end at 4:30 p.m. Transportation arrangements are the responsibility of the student and parents. Students may also be assigned Lunch Detention, AOI Detention, or Saturday School. Saturday School meets from 8:30-11:30 a.m.

Discipline

The discipline policy at Carver Middle School is a clearly stated process which respects students, faculty and the administrative staff. The policy provides consistent expectations and consequences. The Tulsa Public Schools Behavior Response Plan will be issued to students at the beginning of the school term. If you have any questions, please call the assistant principal at 925-1420.

Dress and Personal Grooming: Carver Uniform Policy

Updated April 23, 2021 – (Review the entire dress code on website)

Purple, Black, Gray, or White Tops

· Carver Hoodie, Spirit wear t-shirts, Spirit wear Fleece, or Spirit wear Sweatshirts may be worn on any school day.

BOTTOMS can be any of the following:

· Jeans (No Holes or Tears)

· Carver Joggers/Sweatpants

· Pants

· Skirts

· Khaki/Cargos

· Garments must be of a length and fit that are suitable to the build and stature of the student.

Important Updates

The following are no longer to be considered a uniform infraction:

· Absence of a belt

· Pants tucked into shoes or boots

· Beaded jewelry or colored hair accessories

· Colored socks

- Brands or logos on the left or right chest of a top

The following must be considered a uniform infraction unless administration has notified our campus of a special event that will allow modification to traditional uniform policy (Spirit Week, etc):

- Bottoms well below a student’s waist
- Bandanas, even if they are school colors
- Shoes that do not cover a student’s toes
- Rivets, holes, rips, and/or tears in clothing
- Fish-net leggings or hosiery

BACKPACKS, BAGS, PURSES

- Backpacks and bags, including sling bags are allowed in classrooms
- Small wallets or clutch-size purses may be brought in classes on an as-needed basis

Spirit Wear

Carver PTSA sells spirit t-shirts, hoodies, sweatshirts, and fleece jackets. The hoodies, fleece jackets, and sweatshirts are approved uniform items for any day throughout the school year. Parents will be notified of the sale dates for the spirit items via email.

“Jeans Day” Guidelines:

On special occasions Carver students are granted a “Jeans Day” that will be approved and designated by the administration. Below are the standard guidelines for those special days:

- Must be blue denim jeans (not black, red, green, yellow, etc.)
- Jeans must be in good repair—free of rips, holes, frays, tears, etc.
- Blue jean denim shorts are acceptable—must be of appropriate length and of appropriate fit
- No cargo jeans or shorts
- Students must wear the approved Carver Uniform shirt or Spirit shirt
- Students not adhering to the above “jeans day” guidelines will be sent to the appropriate grade level counselor or health assistant to change. We will not call parents as the process of waiting for different clothing takes away from instructional time.

The following are considered a uniform infraction unless administration has notified campus of a special event that will require modification to traditional uniform policy (Spirit Week, etc.):

- Bottoms well below a student’s waist
- Shirts not tucked in with the exception of spirit shirts on Fridays
- Hoodies with the exception of the Carver PTSA hoodies
- Bandanas, even if they are school colors
- Pants tucked into socks
- Shoes not covering a student’s toes

- Brands or logos that extend past an upper left or upper right location on the student's top
- Multiple brand logos on a single top
- Cargo pockets
- Corduroy or denim material of any color
- joggers
- Rivets, holes, rips, and/or tears in clothing
- Fish-net leggings or hosiery

If you have any questions about appropriate dress or personal grooming, please notify the office before making purchases and selections. As you are shopping for your student's uniform, please be reminded that while a store may advertise, they sell school uniforms, the listed guidelines should still be met.

We are unable to predict all fashion and personal grooming trends and will adjust the guidelines as needed. (TPS Board Policy 2601 and 2601-R)

Expected Student Behavior

A primary responsibility of the Tulsa Independent District Number One and its professional staff is to offer a disciplined environment conducive to learning. Carver is a community. The rules and regulations of Carver are the laws of that community. All those enjoying the rights of citizenship in the school community must accept the responsibilities, which include obeying the laws of the community. Teachers are required by law to maintain a suitable environment for learning. Administrators are responsible for supporting, maintaining, and facilitating the educational program.

Students attend Carver Middle School because of the school's tradition of excellence. This tradition of excellence is maintained by high academic standards. Your behavior is expected to reflect these high standards in everything you do at Carver. This behavior is exhibited by the following:

- Attend school daily; be on time and prepared
- Have all materials necessary for each class
- Use class time wisely; you will learn and the teacher can teach
- Respect your teachers and classmates as well as property that is not yours
- Dress appropriately; use appropriate language and behavior

You are expected to be always courteous and considerate of others. This includes during classes, in the halls, at lunch, during assemblies, and before/after school. You are expected to treat all materials, furniture, restrooms, classrooms, and grounds as you would your own home and possessions. To ensure that you are allowed to achieve the high academic standards expected at Carver, any activity, or conduct which interferes with the educational environment of Carver Middle School will be dealt with appropriately.

Fundraisers

Various classes, clubs, groups, and organizations at Carver Middle School conduct approved school-wide fundraisers throughout the school year to raise money for various field trips, projects, etc. Students will bring home information concerning fundraisers as it is provided by the sponsor, teacher, etc.

Fundraising items outside of Carver Middle School classes, clubs, groups and organizations should not be sold on school grounds. Students should not attempt to sell any items during school time unless it is in conjunction with an approved Carver Middle School fundraiser.

Guest Teachers

Guest teachers (substitute teachers) have the same authority and responsibility as a regular classroom teacher. Students are expected to respond accordingly.

Hallway Courtesy

- Walk to the RIGHT of the halls and do not block traffic by standing in groups
- Discard trash in the containers provided
- Do NOT run in the hallways
- Use the passing period time for getting to your next class on time
- Keep voices down in the halls

Harassment, Intimidation, or Threatening Behavior

A single incident of harassment, intimidation, or threatening behavior does not meet the definition of bullying. (Further information may be found in the *Tulsa Public Schools Student and Family Guide to Success* or Tulsa Public Schools Board Policy 2119-R).

Pestering, harassing, intimidating, or threatening another student, even if “joking/playing” is not acceptable. Often people are made to feel uncomfortable and/or embarrassed by others through verbal, physical, or social means. Some harassment derives from race, religion, or sex. Help make Carver Middle School a place where everyone feels comfortable, shows respect, and is treated fairly.

Leaving School during the Day

All requests to leave the building while school is in session must be cleared through the office. Leaving school without permission is classified as truancy. You may not leave school because of illness without the permission of the school nurse or member of the administrative staff. Students must be signed out by a parent/guardian in the school office. **Parent/Guardian must show proper identification when checking their student out.** Students will only be released to authorized personnel, with appropriate identification, upon arrival in the front office.

Lockers

Each student at Carver Middle School is issued a locker at the beginning of each school year. Students will be asked to memorize their combination and to **not share** it with any other student. Students are responsible for maintaining a locker free of marks, stickers, decals, etc. Students should not hit, kick, or slam their lockers. Students should not block the combination mechanism with any items.

Make-up Work

Students missing regular classroom work must make arrangements with their teachers for make-up work. **These arrangements must be initiated by the student.** Our policy states that if you are out one day, you have one day to get your make-up work completed and given to the teacher; two days absent, two days to get your make-up work completed, and given to the teacher.

In case of extended illness of three days or more, and if the student is absent on Monday and did not complete his/her Handbook for the week, assignments may be requested through the Counselor’s Office. Please allow one day for this material to be gathered. Before requesting homework assignments, you should know approximately how long you will be absent.

Messages

At times we know it is necessary for a parent to get a message to a student. However, we do not have the personnel to deliver messages to students. Therefore, it is very important for you and your parent to visit before school about your plans after school.

In the event something occurs that could not be anticipated before you left for school, your parent may call and leave a message before 2:20 p.m. (**students will not be called out of class for a phone call**). We will call your student to the office when afternoon announcements are made to pick up your message.

National Junior Honor Society

Students who have attended Carver at least three semesters and a have a cumulative semester grade point average of 3.5 are eligible for consideration in the National Junior Honor Society. Character, leadership, and service are also major considerations.

Non-Discrimination Policy and Equal Education

Tulsa Public Schools' Non-Discrimination Statement

Tulsa Public Schools does not discriminate based on race, religion, color, national origin, sex, sexual orientation, disability, genetic information, veteran status, marital status or age in its employment, programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the Tulsa Public Schools' non-discrimination policies: Dr. Pauline Harris, Human Rights Coordinator, Tulsa Public Schools, Human Capital Department, 3027 South New Haven Avenue Tulsa, OK 74114-6131, 918-746-6517.

Nurse Clinic Procedures

School clinic hours are 8:00 a.m. until 3:45 p.m. each school day. A pass is required from your teacher for clinic visits unless you have scheduled prescription medications which are taken at the same time every day. Persons with medical emergencies will be treated without a pass.

All medications, including over-the-counter medication, will be dispensed according to the policy of the Tulsa Public Schools without exception. These must be brought from home and the parent must sign the appropriate form for dispensing. All medications must be kept in the clinic unless you have a form on file from your physician stating you must carry the medication on your person, and he has instructed and directed you in the use of that medication. **No student will dispense medication to another student at any time.**

The nurse will provide a “nurse note” for those students who are unable to participate in P.E. The nurse and the physical education teacher collaborate closely to prevent and treat injuries associated with the gym class.

If you are injured and have an appliance, such as crutches or a cast, please see the nurse for a special pass to accommodate your temporary condition.

Vision, hearing, and scoliosis clinics will be scheduled throughout the year as well as other services.

Parent Conferences

Parents may request a conference with an individual teacher or the core team of teachers by contacting the counselor. District parent/teacher conferences are held the second and fourth quarters. (Approximate dates are on page 2.) Feel free to contact the school for more information.

Progress Reports

Official district progress reports are issued every 9-weeks during each semester. Parents will be able to see daily grades on Power School. Grade slips are sent home with your student at the end of each semester. A calendar is posted on the website denoting the beginning and end of each semester. Final semester report cards are mailed to the parent at the home address.

Public Display of Affection (PDA)

There is a proper time and place for expressing affection. The school campus is not considered a proper place.

School Closings

In the event that inclement weather or other conditions make attendance questionable, students and parents should tune to local radio/television stations or visit the Tulsa Public Schools Website. Announcements of school closings will be made to these stations and on the website.

School Hours

School hours are from 8:30 a.m. until 3:35 p.m. **Students are not to arrive prior to 8:00 a.m.**, as there is no supervision before that time. When students arrive, they should go to the front of the building or to the gym until 8:20 a.m. **Students not transported by bus must be off the school grounds by 4:00 p.m.**, unless other arrangements have been approved by the principal. Doors to the school will be locked at 3:45 p.m. Only those students with a scheduled activity should be on campus at that time.

School Property

Tulsa Public Schools Board of Education Policy 2621

Students and their parents will be held responsible for any damages to school property, equipment, textbooks, furniture, and building as stated by the Tulsa Public School *Student and Family Guide to Success* or Behavior Response Plan (BRP).

Searches

Tulsa Public Schools Board of Education Policy 2602 and Policy 2602-R

All school property assigned to students is the property of TPS. The student is given temporary right of use of the property, and this right may be revoked at any time. School property will not be used to store any contraband or other prohibited materials, objects, etc. that are in violation of school rules. The school principal or designee may at his/her discretion authorize the search of any school property without the permission or presence of the student. Students have no expectation of privacy as to lockers, desks, or other school property temporarily assigned for their personal use. School personnel may remove from lockers or desks any articles that are prohibited at school or could be used to interfere with or disrupt the educational process.

No student attending a school-sponsored event may conceal on his/her person or in a purse or bag of any kind a weapon, narcotic, dangerous drug, alcohol, or any other substance or object that is in violation of local or state ordinances or school rules. The principal or his/her designee may authorize the search of a student's person or personal property and seize illegal or harmful items in his/her possession.

Any individual entering a TPS facility may be subject to scans by either walk-through or hand-held metal detectors. Except for a metal detector search, there must be reasonable suspicion by school authorities to believe the student is in possession of an item, the possession of which constitutes a crime or a school rule violation. Refusal to submit to a search, when reasonable suspicion exists, may result in change of placement and/or suspension.

Study/Field Trips

A parent will be expected to attend study trips, if the student has been assigned to In-School Intervention or has been suspended from school. Without parental supervision, the student will not be allowed to participate. If the student practices good behavior for two consecutive months, without any major violation, he/she will be considered on probation and may attend study trips without parental supervision.

Suspensions and In-School Intervention (ISI)

To reduce suspensions and keep students in school, TPS has instituted ISI (In-School-Intervention) for all secondary campuses. It is a self-contained classroom with a full-time supervisor. Students work on their class work and perform light community service. Assignments to ISI are for 1-10 days. Failure to comply with the rules in ISI will result in suspension or other consequences.

Continuous and willful refusal to complete school tasks, insubordination, disorderly, vicious, illegal or immoral conduct, and persistent violation of school regulations are causes for placement in ISI or suspension from classes. The rules, regulations, procedures, and disciplinary actions are outlined in the TPS Behavior Response Plan.

Length of placement in ISI and suspension will be determined by the administration and will reflect the offense committed. Students who are suspended from school are still responsible for missed assignments.

Tardy Policy

All students should be on campus no later than the first bell, which rings at 8:20 a.m. Students are to be in their first class of the day, seated, quiet, and ready to work before the tardy bell rings at 8:30 a.m. Students arriving after 8:30 a.m. should report to the office for a pass to class. Students arriving after 8:45a.m. are considered absent from first period unless they arrive with a note from the doctor or dentist.

1 st Tardy:	Warning
2 nd Tardy:	Warning
3 rd Tardy:	Call Home
4 th Tardy:	After School Detention
5 th Tardy:	After School Detention
Excessive Tardies:	Discipline Referral-ISI Assigned

Visitors

Parents are always welcome to visit our school but they are asked to check in at the front office first. A visitor's badge will be issued and must be worn during the entire visit. Parents who want to visit with teachers concerning their student must make an appointment through the counselor. Observations in classrooms by parents/guardians are to be scheduled by the grade counselor, with at least 24-hour notice to the teacher whose class will be observed. Our policy prohibits students not enrolled at Carver from attending classes.

CARVER MIDDLE SCHOOL ATHLETIC PROGRAM

MISSION - The Carver Middle School Athletic program is a collaborative effort of coaches, parents, teachers, and administrators promoting school spirit and dedication to academic excellence. We strive to ensure that each student athlete in the program receives the following benefits:

- Increased physical fitness and performance skills in a safe environment.
- The ability to work as a contributing member of a team sharing a common goal and purpose.
- The ability to respect themselves, peers and adult authority figures.
- A clear understanding and demonstration of the rules of good sportsmanship.

PURPOSE - It is the purpose of the Carver Middle School Athletic program to:

- Promote and uphold school spirit.
- Represent Carver Middle School at the highest degree of Sportsmanship.
- Set an example of good behavior at all times, including games and all school functions.
- To promote friendship between those with whom we compete and members of our own squads.

PROGRAM OVERVIEW - The primary function of the athletic program is to promote and rally school spirit and support for Carver Middle School and our Carver community. All members are to be positive examples at all times for Carver Middle School.

ELIGIBILITY - Academic performance is a top priority for the Carver Middle School Athletic program and all student-athletes should be committed to maintaining high academic standards for both grades and classroom behavior. Eligibility for participation will be determined weekly using OSSAA guidelines and Carver Middle School requirements. The student-athlete will receive written notification from the athletic

director on Monday morning of any F grades. Student eligibility is on a weekly basis and runs from Sunday to Sunday. If a student-athlete manages to earn a sufficient grade during the middle of the week, the student-athlete cannot be removed from the ineligible list until the next required grade check is conducted.

For the first week that a student appears on the ineligible list with an F, he/she will be notified by the athletic director and placed on probation. If the student receives an F for a second week in a row (in any class); the student will be notified by the athletic director. It is the student’s responsibility to share the information with the parent. The student may not wear his/her uniform to school. The student may resume activity as soon as his/her name no longer appears on the ineligible list. Any student-athlete that is ineligible for more than four weeks will be removed from the Carver Middle School Athletic program to allow the student to concentrate on academics.

A failing grade on semester report cards will result in the student being ineligible for the first six weeks of the following semester. The student will not be allowed to practice or participate in any athletic activities during this six-week period. The athlete will be reinstated at the end of the six weeks if all grades are “C” or above.

Middle School Sports

Contact the Carver Athletic Director, Mr. Walls for all questions related to Carver Athletics.

Sports offered as of spring 2019:

<u>Girls</u>	<u>Boys</u>
Volleyball	Football
Basketball	Basketball
Cheerleading	Soccer
Dance Team	Cycling
Soccer	Track
Track	Cross Country
Cross Country	

International Baccalaureate Information/Middle Years Program

ibo.org

George Washington Carver Middle School

The International Baccalaureate Mission Statement

The International Baccalaureate Organization aims to develop inquiring, knowledgeable and a caring young people who help to create a better and more peaceful world through intercultural understanding and respect. To this end the IBO works with schools, governments and international organizations to develop challenging programmes of international education and rigorous assessment. These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right.

Characteristics of IBMYP Education

The MYP aims to develop active learners and internationally minded young people who can empathize with others and pursue lives of purpose and meaning. The Programme empowers students to inquire into a wide range of issues and ideas of significance locally, nationally and globally. The result is young people who are creative, critical and reflective thinkers.

The International Baccalaureate Middle Years Programme At George Washington Carver Middle School

The MYP Curriculum

The IBMYP is a five-year program that begins in grade six and is completed in grade ten. Our program is offered in partnership with Booker T. Washington High School which offers years four and five of the five-year program. To complete the MYP, participants must complete at least a semester in eight MYP curriculum areas: Language Acquisition; Language and Literature, Individuals and Societies, Sciences, Mathematics, Arts, Physical and Health Education, and Design in each year of the program. Each year, students in the MYP also engage in at least one collaboratively planned interdisciplinary unit that involves at least two subject groups.

Learning in Context

Students learn best when their learning experiences have context and are connected to their lives and their experience of the world that they have experienced. Using global contexts, MYP students develop an understanding of their common humanity and shared guardianship of the planet through developmentally appropriate explorations of: *Identities and Relationships; Personal and Cultural Identity; Orientations in Space and Time; Scientific and Technical Innovation; and Fairness and Development.*

Conceptual Understanding

Concepts are big ideas that have relevance within specific disciplines and across subject areas. MYP students use concepts as a vehicle to inquire into issues and ideas of personal, local and global significance and examine knowledge holistically.

Approaches to Learning

A unifying thread throughout the MYP subject groups, approaches to learning (ATL) provide the foundation for independent learning and encourage the application of their knowledge and skills in unfamiliar contexts. Developing and applying these social, thinking, research, communication and self-management skills helps students learn how to learn.

Service as Action/Community Service

Action and service have always been shared values of the IB community. Students take action when they apply what they are learning in the classroom and beyond. IB learners strive to be caring members of the community who demonstrate a commitment to service—making a positive difference to the lives of others and to the environment. Service as action is an integral part of the programme, especially in the MYP community project.

Inclusion and Learning Diversity in MYP

As part of the MYP curriculum, schools address differentiation within the written, taught and assessed curriculum. This is demonstrated in the unit planner and in the teaching environment.

Personal Project

MYP students must also complete a long-term project (in grade 10), where they decide what they want to learn about, identify what they already know, discovering what they will need to know to complete the project, and create a proposal or criteria for completing an independent piece of work called the *personal project*.

The personal project is an independent piece of work that is intended to be the culmination of the student's involvement with the five areas in grade ten. It may be an essay, an artistic production or other form of expression, with the topic chosen in consultation with teachers.

Carver Middle School IB Middle Years Programme Policy for Academic Honesty

Philosophy

According to IB, academic honesty must be seen as a set of values and skills that promote personal integrity and good practice in teaching, learning and assessment. It is influenced and shaped by a variety of factors including peer pressure, culture, parental expectations, role modeling and taught skills (IBO, *Academic Honesty*, 2009).

George Washington Carver Middle School is committed to the preservation and promotion of the highest standards of academic integrity and expects students to strive to develop the attributes of The IB Learner Profile that are embedded throughout the curriculum and in the school's daily life.

Therefore, the IB Learner Profile is the foundation of the school's Academic Honesty Policy. Carver Middle School encourages all learners to be:

Inquirers – who acquire the skills necessary to conduct inquiry and research

- Knowledgeable – who explore concepts, ideas and issues
- Principled – who act with integrity and honesty, take responsibility for their own actions
- Open-minded – who are accustomed to seeking and evaluating a range of points of view
- Risk takers – who are brave and articulate in defending their beliefs.

These qualities, when applied to learning and student work, will establish skills and behavior which support good practices in the classroom and homework, and shall be maintained in examinations. These core values will provide students with a framework for future success. These practices are expected to be introduced, modeled and used throughout the school.

Forms and Definitions of Academic Dishonesty

Cheating is defined as using unauthorized answers or sources to receive credit for schoolwork; unauthorized collaboration on homework assignments, class work, or exams; multiple submissions of the same work, fabricating information, helping or allowing another student to cheat, or altering or destroying the work of others, fraudulently altering an assignment or grade. Some examples are looking at someone else's paper, copying from your notebook when you are supposed to use only your memory (e.g., on quizzes and tests), or copying someone else's homework because you did not complete yours, or allowing another person to copy your work.

Plagiarism is defined as a form of cheating when you present another person's words or ideas as your own without giving the originator credit for the information. Some common examples of plagiarism are copying information from a book without using quotation marks and without including a bibliography at the end of the assignment listing the sources used or copying information from the internet without citing the source. All information in academic assignments that is not common knowledge must be cited and documented.

Violations may result in the following disciplinary actions: a failing grade on the assignment or test in question, without the opportunity to resubmit the assignment or retake the test. At the discretion of the teacher, the student may be required to complete the assignment (or an equivalent) for reduced credit. Depending on the severity and frequency of a student's violation(s), students may also be assigned to further consequences as outlined in the Tulsa Public Schools Behavior Response Plan.

General Guidelines

At Carver Middle School, we place a high value on honesty, and this extends to work submitted for assessment. Teachers are expected to work with students from the beginning of their participation in the MYP, to develop shared understandings about cheating, plagiarism, and other instances of academic dishonesty. All members of the Carver learning community need to be aware that the school treats academic dishonesty as a very serious matter.

A student with academic integrity **does**:

- His/her own work.
- Acknowledge help from parents, other students and friends.
- Acknowledge the source of direct quotations.
- Acknowledge information taken from books, CD-ROMs and the Internet.
- Acknowledge reference materials in a bibliography.
- Know what constitutes cheating and abides by the rules.
- Bring the effort of others who cheat to the attention of school officials.
- Follow all exam rules.

A student with academic integrity **does not**:

- Use notes during a test unless allowed by a teacher
- Copy from another student during a test
- Copy from the homework of another student
- Hand in work as his/her own that has been copied
- Complete homework for another student
- Give another student his/her own work to copy
- Communicate with other students during a test.

In a cohesive and comprehensive way, students will receive instruction in:

- Use of the Library Media Center and Internet
- Basic note taking skills
- Simple paraphrasing and adaptation of source material
- Ways to acknowledge sources informally in writing and speech
- Relevant use of direct quotations and citations
- Simple ways to acknowledge information derived from electronic sources
- Writing a bibliography
- What constitutes cheating

Statement of Academic Honesty

A Carver Wildcat realizes that unethical academic behavior is not acceptable in the pack. When a Wildcat cheats' he/she devalues the academic reputation of all the students, including one's self, whose hard work has established George Washington Carver Middle School as an academic leader. Our school's reputation is guarded by us, the Wildcats.

Unethical academic behavior includes:

Dishonest (y)

- Altering of grades or official records
- Attempting to gain advance information on examination questions
- Collaborating during an examination with any other person by giving or receiving information by any means
- Collaborating on laboratory work, take-home examinations, homework, or other assigned work when instructed to work independently.

Breach of Copyright

- Using the words and ideas of another person without appropriate acknowledgment by quotation, reference, or footnote
- Paraphrasing the words and ideas of another person in such a way that leads the reader to believe they originated with the writer
- Submitting as one's own any report, essay, computer program, speech, or art work prepared totally or in part by another student

Deceitful

- Submitting altered or falsified data as experimental data from laboratory projects or research
- Providing false information regarding completion of course assignments

Oath of Academic Honesty

I, _____, affirm that the work I am about to turn in is my own. My thoughts are original and personally creative. I have not taken anyone else's words or ideas and called them my own. I have given credit to those people whose words and ideas I have used in creating my own work. I have not gained a dishonest advantage. I have not allowed my work to be shared with anyone else. In doing so, I would have deprived my fellow Wildcat at a chance to become intellectually stronger.

Student Signature/Date

Consequences

Since violating my oath affects all Wildcats by decreasing the honor of George Washington Carver Middle School, I understand there must be consequences for violating my oath.

TULSA PUBLIC SCHOOLS
TALENT RELEASE FORM
2021-2022 School Year

I, _____, hereby give permission to personnel of _____ to video tape, photograph, make a voice recording or motion picture of me or my minor child, _____, to be used in connection with the internet, an education television program or subsequent visual or auditory presentation, or to use in a depiction of a regular school activity.

I understand and agree that this will become the exclusive property of the organization named above and that I am to receive no compensation or remuneration for my participation, or that of my child.

Signature of Student : _____

Signature of Parent : _____

Date : _____

Return this form to the school principal.