



# MILTON M. SOMERS MIDDLE SCHOOL

300 Willow Lane, La Plata, MD 20646

<http://www.ccboe.com/schools/somers/>

Phone: 301-753-1787 or 301-934-4663

Fax: 301-934-2982

Sandra Taylor, Principal

staylor@ccboe.com

## Parent - Student Handbook SY 2023-2024

Name: \_\_\_\_\_

Homeroom Teacher: \_\_\_\_\_ Room: \_\_\_\_\_

### Student's Schedule

Period	Class	Teacher	Room
1 <sup>st</sup>			
2 <sup>nd</sup>			
3 <sup>rd</sup>			
4 <sup>th</sup>			
5 <sup>th</sup>			
6 <sup>th</sup>			
7 <sup>th</sup>			
8 <sup>th</sup>			

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## Welcome To Somers Middle School

Welcome to Milton Somers Middle School. The administration, faculty, and staff sincerely hope that your school year will be a pleasant and successful educational experience.

This Student Handbook is to provide you and your parents with a quick reference handbook of our school policies and procedures. You will find the reference pages to be invaluable throughout the school year. You and your parents are to become familiar with the contents of this reference section. Also, you are both urged to periodically review the guidelines and your role in creating a safe and orderly environment in our school, where learning is our most important goal. We ask that you do not tear out or fold pages in the agenda.

We hope that you will willingly accept your responsibilities and then enjoy your privileges as a student at one of Maryland's finest middle schools.

## History

Milton Somers Middle School opened in 1964 as a combined elementary and junior high school. The school was named after Milton M. Somers who was a former principal of La Plata High School and long-time educator in Charles County. In 1966 it became the county's first middle school.

## Seahawks Pledge

I am proud to be a Seahawk!  
I will not worry about the past, so I can focus on my future.  
Today, I pledge to  
RESPECT myself and others,  
have INTEGRITY,  
demonstrate SELF-CONTROL,  
so I can EXCEL and EXCEED all EXPECTATIONS!  
I am proud to be a Seahawk and I will RISE!

## Vision/Mission Statement

Our mission is to educate and prepare ALL of our students to be successful and productive citizens in the 21st century global society.

In today's world, our students will need a post-secondary education in order to be globally competitive. We strive to ensure our students are able to think critically, problem solve, work in teams, use technology, be self-directed, and demonstrate good citizenship and community service while obtaining multiple literacies so that our students are ready for

success at the post-secondary level and beyond. We are committed to developing a "College & Career Ready" culture at Milton M. Somers Middle School in order to support each student's individual dreams and future goals.

Our Vision: Every day, every student will access a highly rigorous educational program instructionally aligned to the Maryland College & Career Ready Standards (CCRS) through high quality instruction provided by outstanding and prepared educators who are ready to receive the support they need to implement the standards in their classrooms to ensure students are college and career ready.

## General Information

Student School Hours: 7:15 am – 2:00 pm

School Colors - Blue and White

Mascot – Seahawk

## Check Acceptance Policy

CCPS has a contract with Envision Payment Solutions as its check service provider. Please be aware that if your check is returned, it may be re-presented electronically. Also, in presenting a check for payment, you authorize service charges and processing fees to be debited from the same account should the check be returned for non-payment. Each returned check is subject to the applicable state 'returned check' fees. Schools will no longer handle checks that do not clear the bank. All returned checks will be sent directly to Envision Payment Solutions. The school can no longer accept payment for dishonored checks. You will need to contact Envision Payment Solutions directly to arrange payment at 877-290-5460 or [customerservice@envisionpayments.com](mailto:customerservice@envisionpayments.com).

## Email and Voice Mail

Charles County Public Schools provides email and voice mail to each system employee. Parents wishing to contact teachers via email should visit the Staff Directory located on the Milton Somers website where each staff member's email address is listed. Voice mail messages can be left by calling the school and requesting to be transferred into the staff member's voice mail.

## Synergy

Charles County Public Schools (CCPS) uses Synergy, a secure, Internet-based resource that allows teachers to share course materials with students and parents, and lets parents



check grades and attendance. Parents can connect to Synergy through each individual school's Web site. Student reports are private, so only parents or guardians who have obtained an access code can see their child's information.

Each account requires an activation code. Parents are required to show photo identification, and staff will verify that you are allowed to receive an access code. Access codes remain the same each year. If you have a question about a grade or report on Synergy, students should talk to the teacher about the issue. Parents should talk with their student, who should have an explanation. If not, students should be encouraged to advocate for themselves and talk with their teacher. Synergy is a tool for parents to monitor a student's grades and work with their child on their academic performance. Once you review the posted grades, please ask your child to share with you any reflections of their progress to date or an assignment or assessment that you want to view in its entirety for clarification of an assigned grade.

## SECTION 1: SCHOOL ACTIVITIES AND ATHLETICS

### Optional Activities

Milton M. Somers Middle School is proud to offer a host of extracurricular activities for all students. Each student is encouraged to participate in one or more activities to be a "doer" rather than a "watcher." Your best education is accumulated through experiences beyond the classroom.

Band/Chorus/Orchestra  
Destination Imagination  
Educators' Rising  
Gamers Club  
Geography Bee  
Green Club  
Lego Robotics  
Math Counts Team  
MESA  
Morning Announcements  
National Junior Honor Society  
Newspaper Staff  
SADD Club  
Sea Perch  
Spelling Bee  
Student Council

VEX Robotics  
Yearbook Staff  
Girls and Boys: Volleyball, Track,  
Archery, Basketball, and Golf

Value the opportunities Somers offers, but be sensible in your scheduling. Commitment to academics takes priority over activities.

The coach or sponsor of the activity will review all expectations for participants as the group meets. Practices and meetings will be scheduled at times convenient to the organization.

### Dances/Field Trips

- Students are encouraged to attend and participate in dances. Parents must pick up their child/children immediately after the end of the dance. If the student is picked up late after the first time, the student they may not be permitted to attend the next dance.
- The use of field trips as an instructional tool is encouraged. It is the responsibility of the student to exhibit appropriate behavior at all times. Students must be able to follow directions and adhere to school rules and regulations. Students who fail to meet minimum behavior standards in the classroom on a daily basis may be prohibited from going on a field trip without parental supervision.

## SECTION 2: STUDENT EXPECTATIONS AND GENERAL SCHOOL PROCEDURES

### Accidents

All accidents that occur on school property or under the sponsorship of the school must be reported immediately to the person in charge and to the school office.

### Arrival at School

Students must stay on school grounds from the time you arrive until dismissal. Leaving school grounds without permission is NOT permitted under any circumstances and will result in disciplinary consequences. Students transported by car should arrive no earlier than 7:10 am. Supervision of students is not provided prior to this time and students should not be left unattended on school property. At 7:15 am, breakfast is

available to all students in the cafeteria at a cost of \$1.50. Milk is \$.75.

### Attendance/Tardiness

Regular attendance is essential in order to learn. If you are absent or tardy, you must bring a signed and dated note for the day of your absence or tardiness. If you were seen by a medical professional, a doctor's note is required to excuse your absence or tardy. A note from a parent is required if you were sick but did not see a professional. Parent notes that reference a past or future "appointment" is unexcused.

Your absence or tardy note should be given directly to your homebase teacher OR left in a designated location in the main office. Do not email attendance notes. Notes that are emailed will not be accepted. If your note has not been received within three (3) days of your absence, the absence will become unexcused.

#### **Excused reasons for absence from school are as**

**follows:** a death in the immediate family\*; personal illness of the student; quarantine of a household; a court summons; violent storms which could endanger the safety of a student when in transit to and from school; work done because of a national, state, or local emergency; work accepted by school authorities as a reason for excusing the absence; observance of a religious holiday; and educational trips (not to exceed 5 days).

\*A death in the immediate family requires a note indicating the funeral date, which will excuse your absence for one day. Consideration to excuse additional days may be granted for travel; only if a program from the funeral is submitted to the attendance secretary.

For an educational absence, **parents must notify the school two weeks prior to the trip or event** and acceptable documentation must be given to the Attendance Secretary. If approved, the school will provide make-up work, which must be completed and submitted to the school within three days after the student returns to school.

Unexcused reasons for missing school include missing the bus, oversleeping, baby-sitting, vacations, uncertified illness of the student, illness in the family, employment, truancy, lack of

transportation, as well as competitions and sporting events that have not received county approval.

Any student who is absent more than 20 days during the school year with the exception of medical certification of illness, court appearance, or the victim of special circumstances will not be eligible for promotion. The student may be required to attend summer school to meet the requirements for promotion.

Students are expected to be in school and in homeroom by 7:30 a.m. Most tardies can be avoided. If you arrive late, you must sign-in at the main office. After you have signed in, the main office will issue you an admit slip to give to your teacher. You should immediately report to your assigned class.

Students who are out of class without teacher permission are cutting class and are subject to disciplinary actions.

### Care of School Property

In order to maintain a safe and clean environment, we must keep our school and its surroundings in tip-top shape at all times. Defacement or destruction of school property may be punishable by suspension and full restitution of damages. It is everyone's responsibility to report vandalism and to maintain cleanliness in our building. Keep desks, tables, lockers, floors, walls, cabinets, and fixtures clean and free of paper or litter. Do not write, scratch or mark on furniture, walls, doors, or floors. Help keep our school clean, neat, and attractive.

### Dismissal from School

Anyone being dismissed during school hours must check out at the main office. Any adult picking up a child must present proper identification. This is to ensure the safety of all students. Students who ride a bus will be dismissed at 2:00 each afternoon. After buses depart, students who walk or are car-riders will be dismissed. Parents picking up car-riders must wait in their cars beyond the bus lot. Parents will not be permitted to stand at the doors to pick up students. If a parent wishes to pick up a child who is normally a bus rider, then they should call the school in advance prior to dismissal. We will then hold the student to be dismissed with the car-riders instead of bus riders. Otherwise, the procedures for early dismissal will apply.



## Early Dismissal

If you must leave school during the day, the person picking you up must sign you out at the main office. You are to remain in your assigned class until your parent or guardian arrives. Any person picking you up from school must be approved by your parent/guardian and a note with the person's full name must be given to the main office. Early Dismissals must take place by 1:30 pm on normal school days and 11:30 am on two-hour early dismissal days. Anyone who leaves prior to an hour and one-half before dismissal time will also be counted as one-half day absent.

## Walkers

Establish a "buddy system" with friends with whom you walk home. Always walk with at least one other person and walk directly to and from school. Be safe and watch out for each other. Students who walk to and from school must be cautious and follow general safety procedures such as using sidewalks, being respectful of other individuals (both students and community members), and crossing only at designated locations such as crosswalks.

## Passes

Passes are required for students to leave their classroom for any reason (ie. bathroom, office, guidance, nurse, etc.) If you leave a classroom or are in the hallway for any reason (other than transitioning to your next class), you must have your appropriate-colored hall pass signed by a teacher or member of the staff.

Also, if you need to go to the bathroom, the teacher will also issue you an appropriate-colored bathroom pass that you must have in your possession should you be questioned.

## Emergency Cards

Emergency cards will be distributed at the beginning of the school year. It is very important to fill out the entire card including emergency numbers of relatives, friends or neighbors. If your address, telephone number, or emergency contacts change during the year, please immediately inform the school in writing. It is extremely important for the school personnel to be able to contact parents/guardians or the designated emergency contacts in case of an emergency situation. To ensure the safety of our students, students will only be permitted to leave with individuals listed on their emergency card.

## Transportation

Remember that riding the bus is a privilege that can and will be denied in cases of repeated misbehavior. Talk softly, keep your arms and head inside the bus window, remain seated while the bus is in motion, and obey your bus driver. Throwing objects on, at, or from the bus, is not permitted. Students are not to eat or drink on the bus and the transporting of animals is not allowed.

### 3 Basic Rules

1. Be Seated.
2. Be Respectful/Demonstrate **RISE3**
3. Don't Forget 1 & 2.

### Bus Discipline Referral Guidelines are as follows:

In order to be provided with bus transportation to and from school, students must:

- Be at the assigned bus stop five minutes prior to the arrival of the bus.
- Be seated in an assigned seat facing forward when the bus is in route.
- Keep all parts of their body inside the bus and to themselves.
- Avoid throwing objects in the bus or out the windows.
- Speak quietly and avoid excessive noise which distracts the driver's attention.
- Refrain from using inappropriate language, including profanity, and avoid speaking in a way that teases, hurts or harasses others.
- Avoid eating, drinking, chewing gum or using personal electronic devices without the permission of the driver.
- Cell phone use, including the camera function, is prohibited unless allowed by the driver.
- Follow the bus driver's directions at all times as soon as they are issued.

When a school administrator is advised of a violation of the transportation rules for students, and when the school administrator determines, as a result of his/her investigation, that a violation of the transportation rules for students has occurred, the following listed offenses will be considered:

- Gross Misconduct
- Weapons

- Drugs (CDS)
- Assault on a Student
- Assault on a School Bus Driver or Attendant
- Threat to a School Bus Driver/Attendant
- Striking a staff member or school system employee
- Arson/Fire/Fireworks/Explosives
- Suspension to the Superintendent with Recommendation of Expulsion

The complete list of rules and disciplinary procedures for transportation are listed in the Charles County Public Schools Code of Conduct.

Students are not to change their assigned bus or bus stop, except in cases of emergency. Parents should not request permission for students to ride a bus other than the assigned one, for such an arrangement often results in overcrowding and/or a disruption of the normal seating order. Students will not be permitted to ride a different bus except for emergency reasons pre-approved by the principal or her designee. Students may be given permission to ride a different bus depending on the circumstances and nature of the emergency. If there should be an emergency, a written request signed by the affected parent(s) requesting such a change may be accepted. All such requests must be submitted to, and approved by, the office no later than 10:00 a.m. A note signed by the principal or assistant principal will be issued to the student to ride a different bus or to get off at a different stop. Special arrangements may be made if the emergency occurs during the school day.

### Bus Dismissal Procedures

When students are dismissed to their buses, they are expected to exit the building and go directly to their bus. Each afternoon, school buses park in a designated bus slot. Staff members will provide students with assistance during the first days of school to ensure they know their bus number and where their bus is located on our bus lot. After that, students deemed as delaying of bus dismissal may be subject to disciplinary actions.

### Transportation Pass Procedures

We are instituting a new procedure to ensure all parties are informed and to keep our students safe! In order for a transportation pass to be issued to a student, the following guidelines must be met:

- A **bus pass** will only be issued when the front office receives written consent from both parties. For example, if your child needs to ride home with another student on a different bus, the student riding a different bus must bring in a signed note from the parent/guardian. The note should include the reason a bus pass is needed, your current phone number, the bus number he/she will be riding, and the first and last name of the student he/she is riding with. The front office should also receive a signed note from the receiving parent confirming that they are aware their child is having someone else ride the bus home with them. This note should also include your child's first and last name, your home current address, the first and last name of the "other student", and your child's bus number. A bus pass will only be issued once the front office receives notes from BOTH parents/guardians!
- A **car rider pass** will only be issued when the front office receives written consent from both parties. For example, if your child needs to ride home with another student, the student who's not an official car rider must bring in a signed note from the parent/guardian. The note should include the reason a car rider pass is needed and the first and last name of the student he/she is riding with. The front office should also receive a signed note from the receiving parent confirming that they are accepting full responsibility of the student (first and last name) who's not an official car rider. The note should also include your child's first and last name. A car rider pass will only be issued once the front office receives notes from BOTH parents/guardians!
- A **walker pass** will only be issued when the front office receives written consent from both parties. For example, if your child needs to walk home with another student, the student who's not an official walker must bring in a signed note from the parent/guardian. The note should include the reason a walker pass is needed and the first and last name of the student he/she is walking home with. The front office should also receive a signed note from the receiving parent confirming that they are aware their child will be walking home with someone else and the first and last name of the student who's not an official walker. A walker pass will only be issued once the



front office receives notes from BOTH parents/guardians!

For ALL transportation passes, the main office needs all notes from BOTH PARTIES handed in before 10am. All passes will be distributed during lunches; therefore, any notes received after 10am will not be issued! If both parties have not provided a note, NO phone calls will be made requesting a note.

### School Breakfast and Lunch

Grab and Go Breakfast is available for all students every morning from 7:15-7:30 am. The cost of a student breakfast is \$1.50 and milk is \$.75.

School lunch menus can be viewed by following the link on the Somers webpage. The cost of a student lunch is \$3.05 and milk is \$.75.

Plan ahead by bringing in a week or months' worth of lunch money to be that can be added to student lunch accounts. Students will be given a PIN number that they will be required to remember. CCPS also has an alternate and convenient way to add money to student lunch accounts from any computer by going to [www.mypaymentsplus.com](http://www.mypaymentsplus.com) to set up an account. The main office does not have funds available to loan students lunch money.

Remember, if the parents' income changes during the school year, students can apply for free or reduced lunches at any time with your vice-principal or guidance counselor.

### Building Evacuations/Emergency Drills

Periodically there will be building planned practice drills (fire, evacuate, lockdown, and secure) and bus evacuations to ensure that you are aware of emergency procedures. During a drill, you must follow the directions of your teacher, line up immediately, and walk quickly and silently to the designated area for your classroom. Once you have evacuated the classroom, building, or bus, you must continue to listen to the adult in charge for instructions and roll call. No talking is permitted during these drills and evacuations.

### Lockers

Students will be assigned their own locker. No students are to share lockers or leave their books or possessions in another student's locker. You may only go to your locker at the approved designated times unless otherwise authorized.

These lockers are public property under the control of the Board of Education and, as such, are liable for search in an emergency or for just cause. You are responsible for any items found in your locker. It is very important that you do not give your combination to anyone. The only way someone can have access to your locker is by giving out your combination. If you have any problems with your locker, contact the assistant principal. Locker clean-outs will be conducted periodically throughout the school year.

### Medication

All medicine, including over the counter, such as Tylenol, as well as prescriptions, is to be brought to school by an adult, not the student, with a medication form signed by your doctor. The administration of all medications will be by the school nurse. The medication may not be transported on the school bus. The medication must be brought to school in the original pharmacy container with your name, name of medication, dosage, time of administration, name of prescriber, date of medication order, expiration date of drug and how the drug is to be administered (topical, oral or injection). Medication forms are available in the health room or the main office.

### Parent Visitation/Observation

**ALL VISITORS MUST PROVIDE A STATE ISSUED ID WHEN SIGNING IN AT THE MAIN OFFICE AND WEAR AN APPROPRIATE VISITOR ID BADGE.**

Students are not allowed to bring visitors to school. Parents may either visit their child's classroom at the teacher's/school's invitation or request to make a formal observation of their child's classroom. Making an appointment with the school at least two (2) days in advance of an observation is not only a courtesy and a requirement but enables you to schedule the observation for the maximum benefit. Teachers cannot stop teaching to confer with parents who stop by without an appointment. Parents may schedule up to two (2) classroom observations of forty-two (42) minutes in duration each grading period. Staff will accompany visitors to the classroom. Siblings should not attend. Teachers will be happy to discuss the observation at a mutually convenient time. Parents are welcome to visit the cafeteria and eat lunch with their child.

In order to protect the privacy of other students, and in order to maintain a proper learning environment, parents/guardians may not use any audio or visual recording device at any time



during the visitation and must turn off all personal electronic device.

Principals retain the authority to deny access to the school for any individual who has or may disrupt or disturb the learning environment or who lacks a valid or legal purpose for entering the school. Our shared commitment and cooperation is essential for the safety of our students and staff.

### Telephone Use

School telephones are to be used only in the case of an emergency. Personal incoming calls to students are prohibited, except in the event of an emergency.

### Textbooks

Textbooks you are issued are to be cared for properly. Nothing should be written in or on the textbooks except for your name and teacher's name in the proper places. Students are expected to bring covered textbooks to class daily. If you should misplace a book or damage a book, you will be responsible for paying for a replacement copy. If a textbook is lost, a new book will not be issued until the lost book has been paid for. Payment for a book should be brought to the office where you will be given a receipt of payment. The receipt should then be given to the teacher, and he/she will issue you a new book.

If a textbook is lost, or if the teacher deems the textbook unuseable, it is to be paid for according to the following schedule:

First year (new book)	100% of the cost
Second year	80% of the cost
Third year	70% of the cost
Fourth year	60% of the cost
Fifth and over years	50% of the cost

A cost of \$5.00 will be charged for minor damage.

## SECTION 3: STUDENT DISCIPLINE AND POLICY REGULATIONS

### Bicycles

If you ride a bicycle to school, you must secure it in the designated areas. It is expected that you will obey all the rules of the road for your own personal safety. Do not ride your bike

on the sidewalks on school property. The school will not accept responsibility for damaged or stolen bicycles.

### Code of Conduct

The following section is only a review of frequently asked questions regarding student disciplinary policies and rules. The complete listing of student guidelines is listed in the Charles County Public Schools Code of Conduct. A copy of the code of conduct is given to each child on the first day of school and the signature slip, signed by both the student and the parent, must be returned to the school. The Code of Conduct supersedes any information contained within this student/parent handbook.

### Dress Code

New dress code for 2023-24 school year Suggestive, provocative or excessively tight clothing is not allowed to be worn to school or to school-sponsored activities. CCPS does not allow clothing to be worn on school property or to school-sponsored activities which displays messages or images that are offensive, vulgar, harassing, or otherwise inappropriate for the school setting. Clothing that is judged by the school administration to be disruptive to the orderly school process either by virtue of the design or in the manner in which it is worn is also forbidden.

Members of the CCPS Code of Student Conduct Committee, in collaboration with parents, staff, and community members, developed the following system-wide dress code, as amended and approved by the Board of Education. The responsibility for the dress and grooming of a student rests primarily with the student and their parent/guardian.

### Allowable Dress & Grooming

- Students must wear clothing including both a shirt with pants or skirt, or the equivalent and shoes
- Shirts and dresses must have fabric in the front and on the sides.
- Clothing must cover undergarments.
- Fabric covering all private parts must not be see through.
- Hats and other headwear must allow the face to be visible and not interfere with the line of sight to any student or staff. Hoodies must allow the student's face and ears to be visible to staff at all times.

- Clothing must be suitable for all scheduled classroom activities including physical education, science labs, technical education, and other activities where unique hazards exist.
- Specialized courses may require specialized attire, such as sports uniforms or safety gear. Non-Allowable Dress & Grooming
- Clothing may not depict, advertise, or advocate the use of alcohol, tobacco, marijuana, or other controlled substances.
- Clothing may not depict pornography, nudity, sexual acts or violence, or obscenities.
- Clothing may not use or depict hate speech targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected groups.
- Clothing may not include gang identifiers and must not threaten the health or safety of any other student or staff.
- If the student's attire or grooming threatens the health or safety of any other person, then discipline for dress or grooming violations should be consistent with discipline policies for similar violations.

Please note that students who are found to be in violation of the County's Dress Code, that student will be given the opportunity to cover/change his/her clothing, call their parent(s) to bring their student a more appropriate clothing item to be worn. If the parent is able to bring their student a more appropriate clothing item, that student will be placed in ISI on a "HOLD". Once the student changes into the clothing item the parent brought him/her, that student will be allowed to attend his/her classes, but if the parent can not bring the student a change of clothes, that student will remain in ISI for the rest of that school day. His/her teachers will be notified and that student's work will be brought to ISI for the day.

Note: Administrators have the flexibility to exercise their judgment to determine if a student's attire is considered disruptive, distracting, or a safety hazard. Exceptions may be granted for medical or religious reasons.

### Sexual Harassment

Everyone in this building has the unquestionable right to personal body safety. This means your body belongs to you, and no one else has the right to touch you or speak to you in a way that makes you uncomfortable. If you ever feel as if someone has violated your right to personal body safety with an inappropriate touch or comment, you should tell some

authority in the school, such as a teacher, counselor, or administrator immediately. Never hesitate to make this report.

Moreover, public displays of affection (PDA) are prohibited on the school grounds. This includes touching, kissing, hugging, holding hands, and other actions. Such behavior is not appropriate public behavior in school and may be subject to disciplinary action.

### Title IX

Charles County Public Schools is committed to providing all individuals an educational environment that is free from sexual discrimination. Title IX of the Education Amendments of 1972 states that no person in the United States shall, on the basis of gender, be excluded from participating in, be denied the benefit of, or be subjected to discrimination under any educational program or activity that receives federal financial assistance. Sexual discrimination includes sexual harassment, sexual assault and sexual violence and is characterized as unwelcome conduct of a sexual nature that interferes with an individual's ability to learn, study, work, achieve or participate in school activities. If any individual wishes to file a complaint of sexual discrimination, they should contact the school's Title IX Coordinator, Shaneha Harvard-Lamb or Chris McAllister, at (301) 753-1787, or speak to any school-based administrator. All complaints may be resolved either informally or through a formal investigation process set out in Superintendent's Rule 5116, found here: [Title IX - Charles County Public Schools \(ccboe.com\)](https://www.ccboe.com/TitleIX). The Rule also outlines supportive measures available to the parties through the Title IX Coordinator or school-based administrator, including counseling, mental health services referral, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, escort services, mutual restrictions on contact between the parties, changes in work locations, leaves of absence, increased security and monitoring, and other similar measures determined by school officials to be legally permissible and necessary to protect the safety or educational or employment activities of a party.

### Cell Phones and Electronic Devices

- Charles County Public Schools allows the possession and use of cell phones and other personal electronic devices by students. It is the intent of the Superintendent to ensure that this allowance does not disrupt the learning environment, after-school



activities, or the safe transportation of students. Students are permitted to use cell phones while attending (but not participating in) general public events that occur after-hours and are open to the community.

- Students may bring their phone or device but once school begins but must keep them powered completely off (not on vibrate or silent mode) and remain in a non-visible, secure location throughout the entirety of each school day.
- Students may use their phone or device on the bus or school-chartered vehicle, but it must not be disruptive or cause a distraction to the driver at any time. Sound must only be audible through headphones. Phone conversations are prohibited.
- Students may use their phone or device at the end of the school day for the purpose of making transportation arrangements as it relates to after-school activities or events.
- Cell phones or personal electronic devices with camera and/or video functions must not be used to take or transmit any image or video at any time, even if the use of the phone or device is otherwise permitted.
- Violations of these expectations will result in consequences as specified in the Levels of Response section of the Code of Student Conduct.
- The use of a cell phone or personal electronic device to secretly record or intercept a private conversation is a violation of state law. Violations may be reported to the authorities.

**It is the intent of the Superintendent to ensure cell phone possession does not disrupt the learning environment, after-school activities, or the safe transportation of students. Therefore, students found to be in violation of this rule are subject to the following disciplinary action:**

- Upon the first offense the student shall be warned and directed to put the phone in their locker.
- Upon the second offense the student shall be warned and the cell phone will be confiscated. The student's parent or guardian shall be notified, but will only be released if a parent/guardian can pick it up.
- Upon any additional offense, the student shall be warned, the cell phone will be confiscated; the

student's parent or guardian shall be notified; and only returned to the parent or guardian if they pick it up. A conference will be scheduled and if unsuccessful, the principal may remove the privilege of possession and use of cell phones for up to the remainder of the school year.

A student participating in AP testing, state testing, county testing, or other testing as designated by the superintendent or principal may not possess any personal digital assistants (PDAs), cameras, cell phones, iPods and other MP3 players, or any other non-test-related personal electronic devices. This prohibition includes possession by the student directly or in the student's constructive possession in the testing room, such as in a desk, bag, purse, or clothing. Such possession may lead to discipline up to and including expulsion and will result in the invalidation of the student's test.

The Charles County public school system, and its employees and agents, are not responsible for the loss, theft, damage, or destruction of any cell phone other portable electronic device, or any other personal property.

### Consequences of Disciplinary Problems

It is impossible for teaching or learning to take place in a classroom unless good order is maintained. There are a few levels of action the school can take toward pupils who misbehave or break the school, county, state, or federal laws and rules. They are:

- A. WARNING: Verbally given by teacher or administrator
- B. DETENTION: To include lunch or after school
- C. LOSS OF PRIVILEGE: To include extracurricular activities such as dances, clubs, assemblies, field trips, etc.
- D. IN-SCHOOL INTERVENTION: Supervised isolation from peers to complete assignments and academic work.
- E. SATURDAY SCHOOL: Requires parent/guardian to transport student to school on a Saturday morning, from 9 am to 11 am. Student will complete assigned activities such as additional or review classwork.
- F. SUSPENSION: Which would require a readmit conference including parent/guardian and student in order to readmit the pupil to back into school.

Suspension days vary from 1 to 10 days depending on the offense.

G. **SUSPENSION TO THE SUPERINTENDENT:**

Requires a parent-pupil conference with the superintendent or designee

H. **Criminal Charges** can be filed by our Scholl Resource Officer (SRO) when disciplinary infractions violate federal and state laws (theft, vandalism, physical assaults, disorderly conduct, and disruption of school activities).

## SECTION 4: ACADEMIC POLICY AND PROGRAMS

### The Library/Media Center

The Milton Somers Media Center is the focal point of all academic disciplines. It is equipped with eleven computers for student use, in addition to many fine print resources. The Media Center is open from 7:30 AM-2:00 PM, Monday through Friday. Students wishing to stay after school for research should make an appointment ahead of time with the Media Center staff. Students visit the media center for book checkout and mini-lessons on an array of topics through classes throughout the school year. Classes also use the library for special projects and research. Students wishing to do independent research, read, or check out books may come to the media center with a pass from class or during their lunch period. Students entering are required to sign in and turn in the hall pass. When returning to class, students must sign-out and take their pass. Students are responsible for taking care of library materials and returning or renewing them on time. Overdue materials and/or fines will cause restriction of library usage. Additionally, students with overdue materials and/or fines will be restricted from dances and other activities until the materials are returned or the fine is paid in full.

### Computer/Internet Terms and Conditions of Use

Two computer labs, several wireless laptop labs, classroom computers, and media center computers are part of the instructional program at Milton Somers Middle School. Students use computers for word processing, skill enhancement, data analysis, research, etc. Charles County Public Schools provides students with access from home and school to several comprehensive, reputable online databases.

The Internet, offering vast, diverse and unique educational resources, is available on all computers. With access to computers and people all over the world comes the availability of material that may not be of educational value. Charles County Public Schools has taken precautions to restrict access to inappropriate materials, but all such information cannot be weeded out. It must be clearly understood by all students that access to such material in any form is strictly forbidden. The network is designed to achieve and support instructional goals, and any information that does not support classroom learning is to be avoided.

Computer use at Milton Somers is a privilege. Students must abide by guidelines:

- Print only with the teacher's permission.
- Use of someone else's number, file, etc. is strictly PROHIBITED.
- Access only those computer resources to which you have been assigned by a staff member.
- Use the computer only for school-related, academic activities as directed by your instructor.
- Use of a computer while under the direction of a substitute teacher is unauthorized, unless the teacher's substitute lessons require such.
- Never tamper with the desktop, printer, speakers, headphones, mouse or mousepad.
- Never touch the classroom computer without direct teacher permission.

Internet/network use is a privilege. Students must abide by guidelines:

- Students will access only materials in support of educational, school-related topics.
- Students will access only those Internet resources to which they have been guided by a staff member.
- Students will respect that all communications and information via the network are assumed to be private property. Tampering with others' files, copying others' work without acknowledgment, and transmitting copyrighted material are forbidden.
- For safety reasons, students will never reveal a last name, an address, or phone number in Internet communications.
- Students will follow the same code of conduct as required by Charles County Public Schools System Code of Conduct. They will be responsible for their

behavior and will not use material that is threatening, obscene, libelous, etc.

- Students will never attempt to disrupt network performance, gain unauthorized access to the network or utilize the equipment for unauthorized purposes.

### School Counseling Department

There are two school counselors at Milton M. Somers Middle School. Sixth Grade students are divided according to their last names with one of the counselors. Specifically, 6th grade students with last names starting with A-L will report to the 7th grade counselor. Sixth grade students with last names beginning with M-Z will report to the 8th grade counselor. The counseling department also houses student services team members including a counseling secretary, a career coach, school psychologist, pupil personnel worker, Center for Children counselor, and data technician. School counselors are certified educators who work to address student's developmental needs by implementing a comprehensive school counseling program under the American School Counselor Association (ASCA) model. The ASCA model addresses the academic, college and career, and personal/social/emotional development of all students. Students are encouraged to visit their counselor, with a valid pass from their teacher, if they have any concerns. Discussions with counselors are confidential unless a student discloses that they want to harm themselves, they want to harm others, or someone is harming them.

To learn more about the role of the middle school counselor as outlined the ASCA national model visit this website: <https://www.schoolcounselor.org/asca/media/asca/Careers-Roles/WhyMiddle.pdf>. Counselors collaborate with all stakeholders to assist your child in their educational journey. The counseling department and student services team members look forward to partnering with you this school year!

### School Wide Academic Policies/Procedures:

**A. REPORT CARDS** - Report cards are issued four (4) times during the year to inform you and your parents of your academic progress, citizenship, and attendance. All report cards will be mailed home to the parent/guardian.

Interim reports will be distributed at the mid-point of each marking period or when necessary to inform parents if the student is not doing satisfactory work. There is a form on the bottom to be signed by a parent and returned to your first period teacher on the following school day. In addition, grade reports/print-outs may be sent to parents to communicate student progress. They must be signed and returned immediately to the teacher who issued them.

**B. MIDDLE SCHOOL PROMOTION (SUPERINTENDENT RULE 5131.32)** - In order for a sixth, seventh, or eighth grader to be promoted, the student must:

1. Pass Language Arts/Reading; and
2. Pass Mathematics; and
3. Meet one of the following:
  - a. Pass Science and Social Studies and at least one Related Arts course; or
  - b. Pass Science and at least two Related Arts classes; or
  - c. Pass Social Studies and at least two Related Arts classes. \*\*\*Students failing a required core subject during the school year may attend summer school to achieve a passing grade.

**C. WITHDRAWAL** – Any student who is planning to withdraw from Somers and go to another school must have his/her parent/guardian come into the main office to complete a withdrawal form. An official government ID is required (such as a driver's license). The withdrawal form should be completed at least one day prior to the students last day. Withdrawal takes the entire day so books can be turned in and grades calculated by each teacher.

**D. PARENT/TEACHER AND PARENT/ GUIDANCE CONFERENCES** - Conferences are an opportunity for parents/guardians, teachers, students, and other staff members to discuss student progress and/or any other situations that need attention. Conferences may be scheduled at the request of any legal parent/guardian, student, teacher, or staff member. Students are encouraged to advocate for themselves and work through minor situations with school staff. Often, a student can eliminate any miscommunication or misinterpretation by discussing it with their teacher when the concern first arises. If students allow their concerns to wait and/or build, this is usually when there becomes a larger



concern. Legal parent/guardians can arrange individual conferences by communicating directly with the classroom teacher to schedule. Legal parent/guardians desiring a conference with all of their child's teachers may contact their child's grade level counselor to schedule. Please note there is limited availability for full team conferences and they are scheduled on a first come, first serve basis. If a legal parent/guardian is interested in speaking with their child's grade level counselor please contact them directly. The grade level counselor will schedule an appointment time to meet with them individually, if desired. All conferences and appointments must be scheduled with at least 48 hours advance notice to ensure all parties are available at the time requested.

Proactive communication with each individual teacher will help you stay aware of your child's progress throughout the school year.

E. ACADEMIC HONORS - Students can achieve recognition on the quarterly Honor Roll in the following areas: Principal's Honors (GPA 4.00) High Honors (GPA 3.99-3.5), and Honor Roll (GPA 3.49-3.00). To achieve an academic honor is a great accomplishment, and you should be proud of your achievement. In addition to these awards, students can work toward individual subject honors as well as team awards. "Student of the Quarter Awards" are given for outstanding work or outstanding improvement in a particular subject. These awards are issued from your grade-level team of teachers.

F. CCPS COMMON ASSESSMENTS- Common Assessment scores will be included in a student's report card grade in grades 3-12. Synergy grade book categories will reflect the following percentage breakdown for grades 3-12: Process- 50%, Product-40%, Common Assessment- 10%

## Homework

Following are suggestions for parents to help students with homework:

- Help set up a consistent organized place for homework to be done.
- Help your child establish either a consistent schedule for completing homework or help your child create a schedule each Sunday night that reflects that particular week's activities.
- Encourage, motivate, and prompt your child, but do not sit with him/her and do the homework. The purpose of the homework is for your child to practice

and use what they have learned. If your child is consistently not able to do the homework by themselves, please contact the teacher.

- If your child is practicing a skill, ask them to tell you which steps are easy for them, which are difficult, or how they are going to improve. If your child is doing a project, ask them what knowledge they are applying in the project. If your child is consistently unable to talk about the knowledge they are practicing or using, please call the teacher.
- When bedtime comes, please stop your child, even if they are not done.

## Academic Dishonesty

Academic Dishonesty or Plagiarism is the act of representing another's ideas, words, expressions, or data in writing or presentation without properly acknowledging the source.

Cheating includes but is not limited to:

1. Copying another student's work and then submitting it as his or her own.
2. Submitting work through the use of another person's password or login is considered dishonest behavior. Any assignments, work, or projects posted while using another student's login will be considered plagiarism.
3. Performing work or taking an examination for another student OR having another person perform work or take an examination.

Dishonest behavior, when detected, may result in both academic and disciplinary consequences such as academic failure and/or suspension from school.

## Scholars Courses Of Study

The Charles County Public Schools Scholars Course of Study initiative encourages and motivates all middle and high school students to complete a rigorous academic course of study that prepares them for successful transition to university coursework or vocation and technical training necessary to enter today's competitive job field. Students who demonstrate talent and interest in academic areas and work beyond grade level content may participate in the Charles County Scholars Course of Study. Students in grades 6-12 take advanced level courses and maintain minimum required grades in order to earn recognition at the end of 8th grade. Students in 8th grade must achieve a 3.2 cumulative GPA (6th grade through 8th grade third quarter) and be enrolled in the following courses to qualify:

## 2 of the 3 courses

- Advanced Math Course (Algebra I or Geometry Honors)
- Grade 8 Language Arts Honors
- World Language

## and both

- Grade 8 Honors Science
- Grade 8 Honors Social Studies

For more information about the Charles County Public Schools Scholars Course of Study, visit:

<https://www.ccoeb.com/departments/gifted-education-services> and click on the Middle School tab or contact your school's Learning Resource Teacher.

**Middle School Instruction-** In accordance with state requirements, each year middle school students receive instruction in the following areas:

- Language Arts
- Fine Arts (band, chorus, art, general music, strings, or visual arts)
- Health w/ Physical Education
- Mathematics
- Science
- Social Studies

Students are also required to receive instruction in computational thinking during their middle school experience.

Options include any of the following courses:

- Computer Science
- STEM Lab
- Gateway to Technology
- Computing Solutions
- Intro to Engineering Design (Technology Education credit)
- Exploring Computer Science (Technology Education credit)

Students may also take additional courses (offerings vary by school):

- AVID
- Journalism
- Math Lab
- Literacy Lab
- World Language (Grades 7 and 8 only)

- Other Elective Course Offerings

## PROCEDURES AND GUIDELINES FOR COURSE CHANGES

After course selections are released for the school year, students are permitted to submit a written request for a course change on a Course Change Request Form to the school counselor. This request must be made no later than the first ten days of school and include the following: a parent signature, a reason for the desired change, the course that the student wishes to drop, and the course the student wishes to add.

A Course Change Request Form will be reviewed only if the request includes one or more of the following reasons:

- A scheduling error
- A change of academic placement
- A recommendation by administration

Course Change Request Forms submitted no later than the first ten days of school will be reviewed. Once the review is completed, the school counselor will notify parents of approval or denial. If a Course Change Request is approved, a schedule change will be made.

## Procedures for Teacher Change Requests

There is a form that you can request from your student's grade-level counselor or administrator. In order for a teacher change request to be considered, your child must be enrolled in the class for a minimum of 3 weeks. A formal classroom observation as well as a parent-teacher-student conference must have been held. Once you have met these criteria, your form should be completed and submitted to the principal for review. Please know that several factors go into creating classes and therefore, your request will be considered but not necessarily guaranteed.

## Student Service Learning

Student Service Learning is an unpaid activity within the curriculum, school or community and approved by the school coordinator that provides a service to a non-profit organization or group to address a school or community need. Service Learning refers to a method of learning by performing service projects. It involves studying the community, implementing the solutions in the form of a service project, and reflecting on the



impact of the service. Student Service Learning is a Maryland State graduation requirement.

There are essential components for all service learning projects.

- Meet a recognized need in the community.
- Achieve curricular objectives through service learning.
- Reflect throughout the service-learning experience.
- Develop student responsibility.
- Establish community partnerships.
- Plan ahead for service learning.
- Equip students with knowledge and skills needed for service.

Preparation for student learning experience begins in middle school. Preparation and Reflection Units are embedded in Personal Responsibility and Language Arts classes in the sixth grade. These units are also embedded within the seventh-grade science classes and eighth grade health classes, and will continue into their ninth grade government classes.

### NJHS Requirements

National Junior Honor Society is a highly selective national organization for students who demonstrate exemplary leadership, citizenship, scholarship, service, and character. To be eligible for membership in the Somers chapter of NJHS, a candidate must be a member of the seventh or eighth grade class and must have attended Somers for one entire semester prior to applying. Seventh or 8th graders who have transferred to Somers after previously being inducted at their former school do not need to reapply. As long as proof of induction can be presented, that student automatically becomes a member of the Milton Somers chapter of NJHS.

The minimum academic qualifications are a cumulative grade point average (GPA) of at least 3.5 or equivalent. In addition, the candidate must have earned a minimum of 3.2 GPA on every quarterly report card.

Candidates must provide evidence of exemplary leadership, citizenship, service, and character through the completion of a National Junior Honor Society application and essay, usually distributed through Languages Arts classes in February. Completion of the application and essay is mandatory for any student who wishes to be considered for acceptance into the organization. It is the responsibility of the student to submit the application on time in order to be considered. Applications and

essays are anonymously scored by a Faculty Council made up of teachers from all three grade levels. Each item is scored on a 4 point scale. A list of prospective candidates is distributed to their current teachers who then provide their own feedback on that student's leadership, citizenship, service, and character in the classroom. These scores are averaged together to create a score out of 4.

The final determination for membership in the National Junior Honor Society is decided by adding the candidates cumulative GPA, essay score, application score, and teacher feedback average. In order to be accepted, applicants must score a 12.8 out of 16, or 80%. If all requirements are met, membership is bestowed on the candidates during an evening induction ceremony held each spring.

### High School requirements met in middle school-

Algebra I, Geometry, Technology Education, and World Language courses completed in middle school can be used to meet high school graduation requirements and are awarded high school credit. High school credits earned in middle school are not calculated in high school GPA or Rank. Courses not successfully completed must be re-taken in high school. There will be no summer school option.

#### MATH

Algebra I

Geometry

#### TECHNOLOGY EDUCATION

Exploring Computer Science

Introduction to Engineering Design

#### WORLD LANGUAGE

Spanish I/Spanish II

French I/French II

## STYLE GUIDES FOR CITING SOURCES

### **Books or pamphlets with one author:**

Last name, First name. Title of Book. City of Publication: Publisher, copyright.

Hakim, Joy. History of US: The New Nation. New York: Oxford University Press, 1993.

### **Books or pamphlets with two or more authors:**

Last Name, First Name, and First Name, Last Name. Title of Book. City of Publication: Publisher, Copyright.

Harley, Sharon, Stephen Middleton, and Charlotte M. Stokes. The African American Experience. Englewood NJ: Globe Book Company, 1992.

### **Reference book articles:**

Last name, first name (if known).

“Title of Article.” Reference Book.

Year of Edition (ed.)

Smith, Susan. “Yellow-Bellied Aardvarks.”

Encyclopedia Animalia. 1997 ed.

### **Magazine articles:**

Last Name, First Name. “Title of Article.” Title of Periodical. Date (mo. yr. for a monthly magazine; day mo. yr. for a weekly magazine): Page or Pages.

Elliott, Meg. “The Gerbil Ate My Homework.” The Magazine of Animal Antics. Sep. 1996: 36-39.

### **Newspaper article:**

Last Name, First Name. “Title of Article.” Title of Newspaper Day of publication Month of Publication Year of Publication, section and page.

Rescue, Randy. “Ice Packs on the Head Prevent Research Project Distress among Middle School Students.” Daily Newsworthy News 10 Jan. 2001:D7.

### **Internet Sites:**

Last Name, First Name (if known). “Full Title of Document.” Title of Complete Work (if applicable).

Date of Publication or Last Revision (if available). <Full http Address (URL)>(Date of Visit).

Burka, Lauren P. “A Hypertext History of Multi-User Dimensions.” MUD HISTORY. 1993

<http://www.ccs.neu.edu/home/lpb/mud-history.html> (5 Dec. 1994).

### **E-mail messages:**

Last Name, First Name. <Author’s e-mail Address> “Subject line from the posting.” Date of Publication.

The Kind of Communication (i.e., personal e-mail, distribution list, office communication) (Date of Access).

Franke, Norman. <frankel@lInl.gov> “SoundApp 2.0.2.” 29 Apr. 1996. Personal e-mail (3 May 1996).

### **Interview:**

Last Name, First Name. How interviewed. Date

Anderson, Blake. Telephone interview. 22 July 2001

### **Place (ex. Museum):**

Name of Place Visited. Location. “Exhibit Title or subject.” Date Visited.

Smithsonian Institution. Washington, D.C. “The Coastal Indians.” 6 January 2001.

Some examples of citations for an annotated bibliography:

#### 1. **Primary Source Citations:**

Brace, Charles Loring. The Dangerous Classes of New York, and Twenty Years’ Work Among Them. New York: Wynkoop & Hallenbeck, 1880.

Written by the founder of the Children's Aid Society, Charles Loring Brace, this work described the "placing out" program in detail. It was also the source of a quote by Brace which we used in our presentation.

## 2. Secondary Source Citations:





Brugger, Robert J. Maryland: A Middle Temperament, 1634-1980. Baltimore: The Johns Hopkins University Press, 1988. A detailed history of Maryland from the colonial period to the 1970s. We read this work for background and also used the bibliographical essay to locate several useful primary and secondary source

## Digital Library Resources

<http://www2.ccboe.com/library/>

Username: charlescounty

Password: welcome

 <ul style="list-style-type: none"> <li>• Contains 4 editions- World, Kids, States, and Provinces</li> <li>• All information is provided by natives and long-time residents</li> <li>• Includes facts, maps, flags, statistics, recipes, interviews, pictures, and more</li> </ul> <p>Great for research, additional studying, or just general interest.</p>	 <ul style="list-style-type: none"> <li>• Search news, magazines, books, pictures, audio/video, transcripts, and websites.</li> <li>• Interactive section</li> </ul> <p>Perfect for science fair research, additional studying, or just general interest.</p>	 <ul style="list-style-type: none"> <li>• General reference material – magazines, newspapers, websites, books, and transcripts</li> <li>• Updated daily</li> </ul> <p>My List feature helps students keep track of their research</p>
 <ul style="list-style-type: none"> <li>• Find it Fast feature allows students to search 3 encyclopedias, websites, multimedia sources and more in one click</li> <li>• <i>News Now and Today is</i> features make for fun quick learning opportunities</li> </ul> <p>Easy to use for research, additional studying, or satisfying general curiosities</p>	 <p><b>History Study Center</b></p> <ul style="list-style-type: none"> <li>• Primary and secondary global history sources from ancient times to present day</li> </ul> <p><i>Study Units</i> are phenomenal finds for students conducting research or seeking additional study materials</p>	 <p><b>Historical Newspapers</b></p> <ul style="list-style-type: none"> <li>• Full text content of numerous newspapers</li> <li>• "What happened on..." and "Famous dead people" make for fun browsing</li> </ul> <p>primary source documents perfect for History Fair research</p>
 <p><a href="#">Gale Science in Context, GREENR and Grzimek's Animal Life</a></p> <ul style="list-style-type: none"> <li>• <a href="#">Gale Science in Context, GREENR and Grzimek's Animal Life</a></li> <li>• Excellent resource for Science Fair research</li> </ul>	 <ul style="list-style-type: none"> <li>• General reference database geared toward elementary and middle school</li> <li>• Visual and advanced search options</li> </ul> <p>WebFind offers tons of safe websites for young researchers to explore</p>	 <ul style="list-style-type: none"> <li>• Search multiple SIRS resources at once: Researcher, Government Reporter, Renaissance, Interactive Citizenship, Decades, and WebSelect</li> </ul> <p>Geared toward middle and high school students</p>
 <ul style="list-style-type: none"> <li>• "The World Book Web is a suite of online research tools that includes encyclopedia articles, primary source collections, educator tools, student activities, pictures, audio, and video, complemented by current periodicals and related Web sites."</li> </ul> <p>My Backpack/My Research feature</p>	 <p><b>American Indian History Online</b></p> <ul style="list-style-type: none"> <li>• features include a tribe index, culture area index, biographies, court cases and legislation, primary source documents, legends, and much more</li> </ul> <p>more than 15,000 years of the culture and history of the indigenous peoples of North and South America</p>	 <p><b>Modern World History Online</b></p> <ul style="list-style-type: none"> <li>• history from the mid-15<sup>th</sup> century to the present</li> <li>• "One stop shop" for modern world history including thousands of subject entries, biographies, timelines, images, etc...</li> </ul> <p>more than 440 historical videos</p>




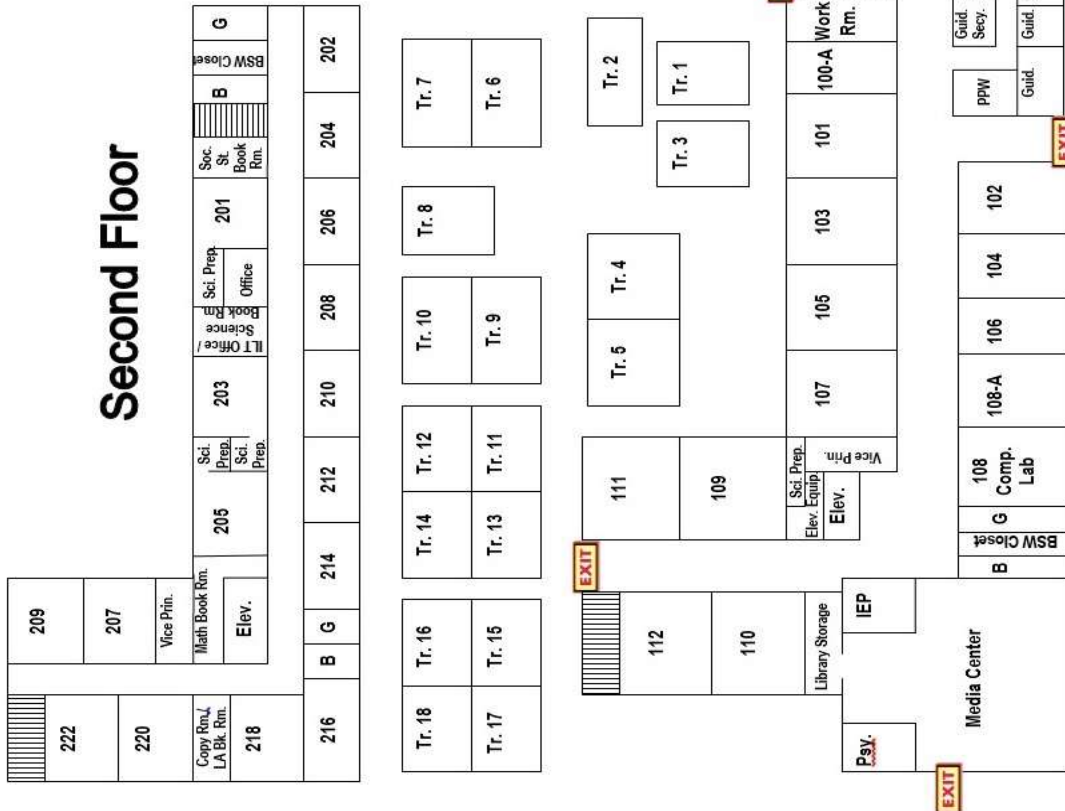
 <p><b>Ancient and Medieval History Online</b></p> <ul style="list-style-type: none"> <li>offers info on 8 ancient and medieval civilizations- Egypt, Mesopotamia, Greece, Rome, Africa, Europe, the Americas, and Asia</li> </ul> <p>browse individual civilizations or compare events and developments between them</p>	 <p><b>Sailor Research Databases</b></p> <p>Provided by Maryland's public libraries - a shared collection of Internet-based databases</p>	 <p><b>Black Studies Center</b></p> <p>Useful for conducting History Day Fair research, additional studying, Black Saga preparation, and general interest</p>
 <p>Provides access to significant primary materials from countries and cultures around the world</p>	 <p>Author biographies, literary reviews, criticisms, and more</p>	 <ul style="list-style-type: none"> <li>Historic maps, photos, and more</li> </ul> <p>Browse by type, time period, or place</p>

[The Charles County public school system does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age or disability in its programs, activities or employment practices. For inquiries, please contact Kathy Kiessling, Title IX/ADA/Section 504 Coordinator \(students\) or Nikial M. Majors, Title IX/ADA/Section 504 coordinator \(employees/ adults\), at: Charles County Public Schools, Jesse L. Starkey Administration Building, P.O. Box 2770, La Plata, Maryland 20646; or by phone: \(301\) 932-6610 or \(301\) 870-3814. For special accommodations call \(301\) 934-7230 or TDD 1-800-735-2258 two weeks prior to the event.](#)

# Milton M. Somers Middle School Floor Plan

## Second Floor

**KEY**  
 = stairs  
**B** = Boy's Bathroom  
**G** = Girl's Bathroom  
**FM** = Faculty Men  
**FW** = Faculty Women



SCHOOL MAP

