



HARRY STONE MONTESSORI ACADEMY

AN INTERNATIONAL BACCALAUREATE WORLD SCHOOL (MYP)

Niki Jones, Principal

Tiphonie Paige, Assistant Principal

Tabitha Preston, Assistant Principal

“World Class Scholars: Traveling the Road to Excellence!”

Mission

To prepare youth for life-long learning through the Montessori and IB philosophies: fostering individual responsibility, mutual respect, self-discipline, and a passion for excellence in order to become inquiring, compassionate, internationally-minded global citizens who take action to create a better world.

District Goals:

1. Student achievement on state assessments in all subjects at Approaches or above will increase from 66 percent to 75 percent by 2022.
2. Student achievement on the third-grade state assessment in reading at Approaches or above will increase from 62 percent to 75 percent by 2022.
3. Student achievement on state assessments in two or more subjects at Meets or above will increase from 34 percent to 40 percent by 2022.
4. Student participation in extracurricular or co-curricular activities will increase from 59 percent to 65 percent by 2022.

Harry Stone school-wide three main EXPECTATIONS (rules) are:

- Respect for Self
- Respect for Others
- Respect for the Environment

Each teacher and their class will develop a classroom relationship agreement that support the campus three R's.

The Dallas ISD Student Code of Conduct will be reviewed and discussed with students as well as made available for review on the District's and school's website.



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The outline and visual signs enclosed, provides campus wide expectations for common areas as well as instructional learning areas. **Classroom relationship agreements are expected to be posted in each classroom and should support the campus Three R's.**

Disciplinary action will be utilized on a case-by-case basis. **Teachers will use effective techniques that encourage the campus' Three R's.** Teachers are expected to:

- Create/Post/Review Classroom Relationship Agreement
- Use the Peace Rose Method/Circle Treatment
- Conference with student (with clear expectations)
- Remove student from situation
- Change Classroom seating
- Redirect behavior / Provide cues for expected behavior(s)
- Student Think Sheet/Student Statement Form
- Successful Parent/Guardian contact(phone/email/text/FB)
- Face to Face Conference with parent
- Enforced classroom level consequences:
- Be Consistent and Fair with your daily expectations

If a student's misconduct escalates and all consequences have been utilized, the teacher will inform the Campus Behavior Coordinator or appropriate administrator. *Please know that parent/guardian contact must occur before a referral is submitted, as well as, provide documentation of management strategies used to redirect and help student prior to writing the referral.*

Upon completing the referral process, teachers must:

- ✓ **Fill out the entire** form with clear information and description of the incident.
- ✓ Provide action steps taken to either resolve or stop the inappropriate behavior.
- ✓ Document parent contact.
- ✓ Print, sign, and date the referral.

All referrals must be turned in to the main office to be given to the Campus Behavior Coordinator and or administrator.



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Dress Code and Uniform Policy for HSMA are as follows:



HSMA Uniform Colors:

Elementary

- Top: White, Royal Blue or Burgundy Shirt With Collar
- Bottoms: Black, Navy or Khaki

Middle School

- Top: Light Blue
- Bottom: Khaki or Navy

The Dallas ISD student dress code will be enforced at HSMA. All students are expected to have appropriate fitting uniform clothing. Students that are out of uniform or inappropriately dressed will be sent to the office with a notice from the teacher so the parent can be contacted to bring a change of clothing.



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HSMA 2019 – 2020 ID Badge Policy

Purpose: For the safety, security, and well-being of all Scholars, Staff, and Visitors, the student ID badge policy will be encouraged and enforced to establish specific guidelines and responsibilities. This is a way to identify who should or should not be permitted on our campus.

District Policy: Secondary students will be required to wear ID badges at all times. The first ID badge will be issued to the student at no charge. There will be a \$5.00 fee charged for each lost or damaged ID badge. A temporary badge will be provided until the replacement badge is issued. Lanyards will be available for students to purchase. Badges are considered a part of the student dress code. Consequently, failure to wear a badge is a Level I Offense.

Campus Policy: Secondary scholars will be required to wear ID badges at all times. ID badges will be a part of the secondary mandatory dress code. When parents(s)/guardian(s) sign the ID badge policy, students will receive their first ID badge for free. Replacement fee is \$5.00 for each lost or damaged ID badge. A temporary badge will be provided until the replacement badge is issued. All temporary badges issued will cost \$1.00 each. Temporary badges must be purchased in the main office prior to 10:00 AM.

Please contact the main office if you have any questions or concerns or you may refer to the Dallas ISD Student Code of Conduct.

I, _____ do hereby acknowledge the HSMA 2019 – 2020 ID Badge Policy for my student, _____ grade _____.

Parent Signature

Date



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HSMA Cellular Device Policy is as follows:

The district student conduct for cellular phones and pagers/ beepers will be enforced at HSMA. For safety purposes, all students may possess telecommunication devices such as cellular phones and pagers/beepers. However, such devices shall not be visible and shall remain off during instructional times unless approved by the teacher or administrator. The use of cellular phones or any device capable of capturing images is strictly prohibited in locker rooms or restroom areas while at school or at a school-related or school-sponsored event.





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Learning/Common Areas	Respect for Self	Respect for Others	Respect for the Environment
Hallway		H ands at side A ll eyes forward L ips zipped L ow Speed	
Cafeteria	Eat your food at your seat	Wait your turn Silence is Golden	Walk in quietly <i>Keep Calm and eat in peace & quiet</i> Keep your seat neat
Restroom	Be Quick	Be Quiet	Be Clean
Classroom	Do Your Very Best	<i>Keep calm and speak respectfully</i>	Take care of IT and IT will take care of you
Auditorium	Be an active listener	Silence is Golden	Bottom to Bottom & Back to Back
Playground	Be Safe	Be Kind	Be Green
Bus	Stay Seated	Be Courteous	<i>Be Calm and ride on</i> Help keep it clean



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HSMA Cafeteria Procedures

Elementary Procedures

- All Students will be escorted quietly to the cafeteria entry door on time for their assigned lunch period.
- Staff will remind students to eat quietly for the first 15 minutes and refrain from sharing food.
- Students who bring their own lunch will quietly make a left lane line and enter the left entry door.
- 10 – 15 students will enter at a time through each entry door.
- Students will sit together as a class.
- Lunch will remain quiet for 15 minutes to earn the privilege of having outside play.
- When students talk during the peace & quiet time they will:
 - ❖ Be given a warning to stop / change the behavior
 - ❖ Be assigned a seat away from others
 - ❖ Lessen the time for outside play / Have cancelation of outside privileges
- Once seated students will get permission to move around the cafeteria or go to the restroom.
- Staff / Volunteers will actively monitor students at all times throughout the lunch period.
- Each student will be asked to clean up his/her eating area before leaving the cafeteria.
- Students will exit the cafeteria using the doors to the right.
- Staff / Volunteers will divide the duty equitably to have personnel escort students safely and quietly outside and have personnel stay in the cafeteria to dismiss all students in a calm and quiet manner.
- Only students leaving lunch should be outside for recess during the daily lunch periods.
- Approximately 2 min. before the end of the lunch period, a signal will be given by the staff / volunteers for students to stop play and line up.
- Teachers must pick up on time so the staff / volunteers can return to their assigned schedule on time.
- Students will be escorted into the building by their teacher or grade level member.
- Staff / Volunteers must be on time for each assigned lunch duty. If you are unable to attend your duty please inform the front office and Mrs. Preston of who will be doing your duty no later than 15 min. of your posted time.

MYP Procedures

- All Students will be escorted quietly to the cafeteria entry door on time for their assigned lunch period.
- Staff will remind students to eat quietly for the first 15 minutes and refrain from sharing food.
- Students who bring their own lunch will quietly make a left lane line and enter the left entry door.
- 10 – 15 students will enter at a time through each entry door.
- Students with backpacks will be allowed to sit them at a table before entering the food serving line.
- Lunch will remain quiet for 15 minutes to earn the privilege of having outside play.
- When students talk during the peace & quiet time they will:
 - ❖ Be given a warning to stop / change the behavior
 - ❖ Be assigned a seat away from others
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Hands at your side

All eyes forward

Lips zipped

Low speed



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HSMA Restroom Expectations

	<h1>Be Quick</h1>
	<h1>Be Quiet</h1>
	<h1>Be Clean</h1>